

OFFICE OF LOGISTICS

Semiannual Report on Wartime Preparation

(Period 1 January - 30 June 1956)

CATEGORY I

PROVISION OF EMERGENCY FACILITY

FOR

WARTIME RELOCATION OF CIA HEADQUARTERS

TAB "A"

CATEGORY I

Specific accomplishments of this Office in support of Category I responsibilities, since submission of the second Semiannual Report on 15 December 1955, are as follows:

1. Prepared and disseminated instructions and memoranda governing Office of Logistics emergency relocation and participation in emergency test exercises as follows:

a. General instructions establishing policy and assigning responsibility for emergency relocation and test exercise participation and preparations.

b. Specific instructions relative to the mission, tasks, and evacuation procedures for the Office of Logistics participation in:

(1) Agency Emergency Test Exercise - February 1956.

(2) Operation Alert (1956) - July 1956.

2. Completed arrangements with the [REDACTED] to obtain required credentials enabling access to and operation of Agency emergency communications vehicles garaged under [REDACTED]

3. Initiated a study to determine the type and amount of building space presently designated at the Relocation Center for Headquarters emergency use. This data will be utilized as a basis for determining the Center's capability to support functional and personnel activities, determining requirements for new construction and for alteration and modification of existing space, and for developing an over-all space requirements program in support of long-range planning and budget formulation. The capability study of the Emergency Relocation Center is awaiting the submission of required data from several components at the Center and an engineering, topographical, and utilities survey of the Center being conducted under the auspices of the Real Estate and Construction Division, Office of Logistics.

4. Completed revision of the Office of Logistics Emergency Force, the designations of groups and group leaders, and provided guidance for organized emergency evacuation of the Force.

5. Developed the position that the responsibility for maintenance and physical operation of the Relocation Center as the locus of Agency headquarters should be transferred now, during peacetime, from the

Director of Communications to the Director of Logistics. After several meetings between representatives of the Office of Communications, the Office of Logistics, and the CIA Emergency Planning Officer, it was agreed to present this as a joint position to the DD/S for a policy decision. (The Planning Staff, Office of Logistics assisted the CIA Emergency Planning Officer in the preparation of the necessary documents to accomplish this transfer of responsibility.)

6. Completed Headquarters personnel mobilization requirements for the Office of Logistics and submitted these to the Office of Personnel.

7. Initiated follow-up action on the replies to a memorandum from the Director of Logistics to OL Divisions and Staffs, subject: "Continuity of Logistics Planning - Emergency Actions," dated 7 November 1955. This memorandum called for submission of coordinate lists of emergency actions that would be required to insure uninterrupted logistic support in the event of attack or mobilization. A Logistics Planning Officer will assist each Division and Staff of OL to prepare implementing documents.